

**MINUTES – SELECTMEN’S MEETING  
MONDAY, MAY 21, 2012 AT 7:30 P.M.  
MARSHFIELD TOWN HALL – SELECTMEN’S HEARING ROOM**

Present: Matthew J. McDonough, Chair, Stephen G. Robbins, Vice-Chair, John E. Hall, Clerk and Rocco J. Longo, Town Administrator

Mr. McDonough opened the meeting at 7:30 p.m. with the Pledge of Allegiance and announced that the meeting was being recorded by MCTV and the Marshfield Mariner.

Mr. Longo stated that he would not have a Town Administrator Brief tonight as he had been on vacation.

Vote to Award Bond Anticipation Notes – Mr. McDonough asked Nancy Holt, Treasurer/Collector to come forward. Ms. Holt read from her report regarding where money had been appropriated and that Jefferies & Company had been the winning bidder. Mr. Hall moved seconded by Mr. Robbins the following vote: I, the Clerk of the Board of Selectmen of the Town of Marshfield, Massachusetts, (the “Town”) certify that at a meeting of the board held May 21, 2012, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: to approve the sale of the \$5,577,000 0.75 percent General Obligation Bond Anticipation Notes (the “Notes”) of the Town dated June 4, 2012, and payable November 15, 2012, to Jefferies & Company, Inc. at par and accrued interest, if any, plus a premium of \$11,881.

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated May 14, 2012, and a final Official Statement dated May 17, 2012, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time.

Further Voted: that we authorized and direct the Town Treasurer to establish post issuance federal tax compliance procedures in such form as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Notes.

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the agenda for the meeting, a copy of which is attached hereto, was posted on the bulletin board of the Town at least 24 hours before the meeting in compliance with Section 7-2 of the Town Charter.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberation or decision in connection with the sale of the Notes were taken in executive session, all in accordance with G.L. c.30A §§18-25 as amended. The vote was unanimous.

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Ms. Holt left Notes to be signed by the Board of Selectmen.

Beach Hires – Mr. McDonough read the memo from Cindy Castro with regard to the Beach Hires for the summer. Mr. Hall pointed out that Mr. McDonough had read an old version of the memo and indicated that the Board had received a new version dated today. Mr. McDonough then read the updated memo. Mr. Robbins recused himself from the vote due to family participation. Mr. Hall moved seconded by Mr. McDonough to approve the following beach hires for the upcoming Beach Season: Beach Supervisor (fill in): Brian Loschiavo, Mike Gauvin, Lifeguards: Dan Durkin, Kim Robbins, Dan Greaney, Nicholas Mulrey, John Buechel, and Part-time Parking Attendants: Caitlin Coyne, Sameera Salame, Sarah Sacchetti, Stephanie Robbins, Blakeley Shaw, Michaela Shaw, Stephanie Scalia, Madison Duddy, Rose Taylor and Doug Parry. The vote was 2-0. Mr. Robbins did not vote.

New Appointment to Conservation Commission – Mr. McDonough read the letter from the Conservation Commission recommending Robert Conlon. Mr. McDonough then read the letter from Mr. Conlon outlining his experience. Mr. Hall mentioned that he had spoken to Mark Stevenson, Chair of the Conservation Commission and that he thought Mr. Conlon would be a good addition. Mr. Robbins moved seconded by Mr. Hall to appoint Mr. Conlon to the Conservation Commission. The vote was unanimous.

Debt Management Policy – Mr. McDonough asked Ms. Holt to come forward again to discuss her Debt Management Policy. Ms. Holt indicated that the Debt Management Policy that she would like the Board to adopt was based on a model from Southborough and went on to explain the Policy to the Board and indicated that the Town has been managing its debt but had nothing in writing. Mr. McDonough asked if it would affect the Town’s rating by adopting and Ms. Holt said that it would improve by adopting. Mr. Hall asked if there had been a policy before and wanted to know how Ms. Holt decided on this particular policy. Ms. Holt indicated that the Town did not have this policy and that she had investigated other town’s policies. Mr. Robbins moved seconded by Mr. Hall to approve the Debt Management Policy recommended by Ms. Holt. The vote was unanimous.

Summerfest – Mr. Paul Bowers from Rockland Trust came forward. Mr. Hall mentioned that Mr. Bowers and John Valienti had volunteered with the organization of the Kids Parade to be held on Sunday, July 8, 2012 with a start time of 11:00 a.m. Mr. Hall then read from his flyer regarding the Summerfest on July 8<sup>th</sup> and indicated that he would like the Board’s permission to use the Town Hall parking lot, Town Hall and to be able to block off Snow Road. Mr. Hall also stated that he would like to use the Post Office Parking Lot for a Safety Fair and that he would also have a concert on the Town Green as well as carnival rides. Mr. Hall indicated that the time of the event would be from noon til 6:00 p.m. Mr. Bowers stated that they would like to get the whole town involved because they would like this to be a tradition and they currently have volunteers from the Chamber of Commerce and the merchants from the downtown area as well as Ned Bangs, the Recreation Director. Mr. Hall also mentioned that the Library will be open that day and is going to have a book sale. Mr. Hall stated that if they make any profits, half of the profits will be put away for next year and the other half will be donated to the Molly Fund. Mr. Hall mentioned that they would cancel everything by 7:00 a.m. that morning in case of bad weather. Mr. Robbins asked if they needed volunteers and Mr. Hall said yes, that they can contact the Chamber of Commerce, Rockland Trust or South Shore Signs. Mr. Robbins moved seconded by M. McDonough to endorse the Summerfest Kids Parade with the blocking off of a portion of Snow Road from 8:00 a.m. – 8:00 p.m., the use of the Town Hall and parking lot and the Post Office parking lot pending recommendations of the Police and Fire Departments. The vote was unanimous.

Anna Baker – Town Meeting Resolution – Mr. McDonough asked Anna Baker to come forward and then read Ms. Baker’s resolution from Annual Town Meeting. Ms. Baker indicated that she had spoken with the Police Department and she understands that they are set up to react with Emergency Management but do not have other plans for preventative measures and that she would like to have a committee set up. Mr. Robbins mentioned that Lt. Taber already has a plan in place with different departments and if anything needs to be done, Lt. Taber has already done

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it. Ms. Baker indicated that she did not want to overlap and duplicate efforts. Ms. Baker mentioned that she was not being critical of the Police Department that she was thinking more in the lines of having an Advisory Committee to work with Emergency Management. Mr. McDonough said the Board would take the resolution under advisement until they speak to Lt. Taber.

Town Counsel Retirement/Process to Fill Vacancy - Mr. Longo asked the Board how they would like to proceed with Town Counsel’s replacement. Mr. Longo mentioned that Town Counsel was one of the most respected Town Counsel’s in the state and that he needs some direction from the Board. Mr. Longo also mentioned that this is not subject to the procurement process. Mr. McDonough stated that he would like to speak to Town Counsel and get a list of what he does. Mr. Longo stated that the Board has a right to expand and make changes if they want to. Mr. McDonough mentioned that the Town has received such great service from Town Counsel and he has given the Board the best advice. Mr. McDonough asked about the time frame and Mr. Longo indicated that Town Counsel will work through the fiscal year and then month to month, so the Board will not be without his service. Mr. Longo explained that advertising can be done through Mass Municipal and there should be between 10 and 20 applicants. Mr. McDonough stated that he would definitely like to have Town Counsel’s input for the job description and mentioned how Town Counsel’s accessibility was an incredible value to the Town. Mr. McDonough indicated that he would like the Board to review Town Counsel’s job description on June 11<sup>th</sup> before advertising.

Coastal Advisory Board - Mr. Hall mentioned that he would like to keep the Board updated on his Coastal Advisory Group. Mr. Hall explained that they have had very good meetings with very knowledgeable people in attendance. Mr. Hall stated that Mike Valenti from the Board of Public Works had been at the meetings to discuss the Army Corps. of Engineers and the seawalls and that Town Planner, Paul Halkiotis had also attended and discussed grants for coastal studies that they are working on regarding sea level. Mr. Hall also mentioned that they had Dan Soda, a coastal geologist as a guest speaker. Mr. Hall read the proposed Mission Statement for a Coastal Advisory Board. Mr. Hall then mentioned that Paul Halkiotis would report to the Board of Selectmen on June 11<sup>th</sup> with his recommendations. Mr. Hall also said that Reed Stewart would use his television program to update people as well.

Board Goals and Objectives - Mr. Robbins discussed the Recreation Field Committee and mentioned that Tom Reynolds, DPW Superintendent was at the meeting and was very helpful as he was involved with a lot of field work in Braintree and that the fields near the Boys & Girls Club are on a fast track. Mr. Hall discussed the Economic Development Committee and mentioned that he attended a meeting recently with the Town Administrator and President of the Chamber of Commerce as well as a representative from the state. Mr. Longo mentioned that they hope to get involved with the Mass Small Business Development Group as they help communities at no cost. Mr. McDonough indicated that these items are the Board’s priorities at this time as well as the High School Project. Mr. McDonough also said that he would like the Town Administrator to put together a manual of all the Town Policies and when they were adopted. Mr. Longo said that it might take a little time to get it put together but he will be working on it. Mr. McDonough suggested that once they have the policies in a book then they can put them on line. Mr. Robbins stated that he would like to give more support to the Energy Committee regarding alternative energy and stated that he knew they were going forward with some plans for a wind turbine. Mr. Longo agreed and stated that the Board needs to find out what they want and help them out with the solar power laws. Mr. Robbins moved seconded by Mr. Hall to set the Board Goals and Objectives to continue their effort for more athletic fields and further support to the Economic Development Committee as well as support the Energy Committee with regard to technical assistance for power in the Town of Marshfield. The vote was unanimous.

Board/Committee Liaisons – The Board discussed their liaisons to committees and decided on the following list: ADA Committee – John Hall, Advisory Board – Matt McDonough, Agricultural Commission – Steve Robbins, Airport Commission – Steve Robbins, Capital Budget Committee – Matt McDonough, Community Preservation Committee – Matt

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McDonough, Conservation Commission – John Hall, Council on Aging - Matt McDonough, Cultural Council – John Hall, Economic Development Committee – John Hall, Energy Committee – Steve Robbins, Historical Commission - John Hall, Housing Partnership – John Hall, Library Trustees – Steve Robbins, Open Space Committee – Steve Robbins, Personnel Board – John Hall, Recreation Commission – Matt McDonough, Seawall Committee/Coastal Advisory Committee – John Hall Waterways Committee – Steve Robbins, Zoning Board of Appeals – Steve Robbins, Library Building Committee – Steve Robbins, MHS Building Committee – Matt McDonough.

Acceptance of Minutes - Mr. Robbins moved seconded by Mr. Hall to approve the minutes of May 7, 2012 and May 14, 2012. The vote was unanimous.

Mr. McDonough motioned to adjourn the meeting at 9:00 p.m.

There was no Executive Session held.

Respectfully submitted,

Beverly Wiedemann

Documents and exhibits presented at this meeting were the following: Note Bid Worksheet and Vote on General Obligation Bond Anticipation Notes from Nancy Holt, two memos from Cindy Castro regarding beach hires, letters and application for Conservation Commission, Debt Management Policy from Nancy Holt, Summerfest Flyer, Proposed Mission Statement for Coastal Advisory Group, Anna Baker’s Town Meeting Resolution, copy of Duxbury’s Nuclear Advisory Committee Annual Reports, copy Board/Committee Liaisons list and minutes of May 7, 2012 and May 14, 2012.